



Environmental Policy Statement

MWG Designs is a sole trader company located within Claverings Workspace at Claverings Industrial Estate in Edmonton. The company is involved in the web-site design business.

MWG Designs recognises its responsibilities to minimise the impact its operations have on the environment and seeks to achieve this through a programme of continual improvement. MWG Designs will endeavour to carry out all work procedures in accordance with all relevant Environmental Legislation and ensure that all employees are aware of their responsibilities to reduce their impact on the environment. MWG Designs hereby adopts this policy in an effort to conserve valuable resources, improve waste minimisation, the prevention of pollution and compliance with relevant legislation and regulations.

This policy shall be initially implemented by setting clear environmental objectives and targets and involving staff members. This policy will be published and made available to members of the public on request.

MWG Designs adopts the environmental policy and is committed to:

- Work continuously to improve the effectiveness of our environmental policy.
- Minimise, re-use and recycle resources whenever possible.
- Communicate by email to reduce paper messages.
- Promote energy efficiency – Turning off computers and lights and office equipment when not in use.
- Share transport, where practical, for travelling to meetings.
- Prevent pollution wherever possible.
- Quantify and monitor all significant environmental impacts of the business and set specific targets, seeking continual improvement.
- Comply with all relevant current legislation and industry standards and, where possible, to seek to meet future legislation in advance of implementation.
- Integrate environmental considerations and objectives into relevant business operations and decisions on a cost efficient basis.
- Provide appropriate environmental training and educate employees to be environmentally responsible at work and at home.
- Ensure that all employees are aware of their responsibilities in implementing this environmental policy.

MWG Designs main environmental impacts are waste, raw material and energy.

Therefore we will pay particular attention to:

- Reducing the amount of raw materials used and purchasing materials produced by sustainable means wherever possible (e.g. paper).
- Efficiency savings in waste production through waste monitoring and recycling (e.g. packaging and toner cartridges).
- Reduction in energy and water use via monitoring of bills and installation of energy saving equipment whenever possible (e.g. heating and lighting).
- Continual improvement in environmental performance achieved by setting annual targets and supported by staff training, designating employees with environmental responsibilities, by developing an environmental management system.

We will ensure the environmental policy is implemented and maintained at all levels. We will monitor the policy and it will be reviewed on an annual basis.

Mr M Griffin
Proprietor

Date:
Review date: